



JOB DESCRIPTION

Department	Department of Public Works – Technical Services Division
Location	Roger Prange, 8600 Green Bay Road, Pleasant Prairie WI 53158
Job Title	Technical Services Maintenance Worker (Levels 2-4)
Classification	Hourly/Non-exempt
Pay Range	\$22.86/hr. - \$34.44/hr.

Job Summary

The Technical Services Maintenance Worker reports to the Director of Public Works. The primary responsibility of this position is assistance in the operation, maintenance and repair of the Village's water distribution system and wastewater collection system, performing the full range of water service and collection system inspection, maintenance, installation, and repair assignments as outlined below.

Job Duties

Maintenance 4 Worker FT45 (hourly rate \$22.86 - \$28.58)

- Utilize a PC based computer for tracking daily work order information.
- Record work, inspections and tests through work orders and various other reports.
- Communicate diplomatically and effectively with residents.
- Operate snow removal equipment.
- Must have the ability to interpret construction plans and read maps.
- Must have the ability to follow written and oral instructions.
- Must understand Village policies and procedures, Village codes and ordinances.
- Must be able to perform minor maintenance on Sewer and Water pumping systems.
- Must be able to rely on senses of sight, hearing, smell, and touch to maintain personal safety and make decisions.
- Performs other duties and functions as required or assigned.

Maintenance 3 Worker FT42 (hourly rate \$25.24 - \$31.52)

In addition to Level 4

- Must have the ability to recognize possible exposure to carcinogenic dusts such as asbestos, toxic substances such as carbon monoxide, gasses such as methane and hydrogen sulfate, or organic solvents either through inhalation or skin contact, and take protective measures as required including wearing safety gear.
- Knowledge of basic electrical, sewerage pump failure diagnostics and pump repair skills required.
- Must have a thorough knowledge of the objectives, equipment and operations of water distribution and groundwater supply systems, and wastewater collection systems.
- Assist in performing disconnects and reconnects.
- Servicing hydrants and mains, valves and valve boxes.
- Maintain and repair pipe, service lines, hydrants, valves and fittings.
- Complete hydrant flushing and water system valve exercising.
- Monitor and perform preventative maintenance on sewer lines, manholes and lift stations.
- Read water meters and enter data into hand-held computer.
- Walk or drive vehicles along established routes to take readings of meters.
- Verify readings and record possible reasons for fluctuations.
- Inspect meters for unauthorized connections, defects, and damage such as broken seals.
- Report any problems such as meter irregularities, damaged equipment or impediment to meter access.
- Update client address and meter location information.
- Leave messages to arrange for different times to read meters in cases in which meters are not accessible.
- Locate and mark underground Utilities including water, sewer, storm water, electrical, low voltage and other Village infrastructure.
- Complete Sanitary Sewer surcharge sampling.
- Complete cross connection, well, and sump pump inspections and related documentation.
- Complete and maintain Confined Space Certification.
- Complete and maintain Competent Person for Excavation Certification.
- Must hold Applicable Grade T certification in required sections per DNR Chapter NR 114.

Maintenance 2 Worker FT35 (hourly rate \$27.55 - \$34.44)

In addition to Level 3 & 4

- Utilize a PC based computer for report generation, database management, SCADA system control monitoring and flow monitoring reports.
- Must hold applicable water distribution certification Grade 1 in required sections per DNR Chapter NR 114.
- Operate Video Van and generate reports.
- Complete collection of Water Distribution samples as required by DNR.
- Lift Station Maintenance and inspections.
- Understand and be capable to monitor and manage SCADA water and sewer system control.
- Receive Associates Degree in Civil Engineering.

Physical Requirements

- Essential job functions of this position require a significant amount of standing, walking, sitting, pushing, pulling, climbing, stooping, crouching, balancing, crawling, kneeling, reaching, lifting and carrying a range of weight up to 100 pounds.
- Must be capable of physically demanding work in inclement weather for an extended period of time and in areas of noxious odors and smells, in wet or muddy areas, work in close proximity to loud and moving equipment and work in an environment where the noise level is usually moderately loud.
- Must be available for overtime work and emergency call-out duty; serve on the "On-Call" list on a rotational basis.

Requirements - educational, certifications and experience

- High School Diploma or equivalent.
- Associates Degree in Civil Engineering required for Level 2.
- Must maintain a valid Drivers License and Commercial Driver's License Class B. CDL Class B must be obtained within 6 months of employment.
- Ability to complete and maintain First Aid-CPR Certification.
- Hours are 6:00 a.m. to 4:30 p.m., 4 days a week. Workdays may fluctuate on a rotating 10 hour schedule basis with some weekend, holiday and overtime.

I have read and understand the job duties and physical requirements of this position.

Signature

Date

Village of Pleasant Prairie is an Equal Opportunity Employer.